



General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Schedule 71 II K
Comprehensive Furniture Management Services (CFMS)

Contract Number: GS-29F-0024W
Contract Period: May 27, 2010 - May 26, 2020
Business Size: SB, DBE, 8(A)

Contractor Information:

JFD Sales Consulting Services Corporation
11-12 44th Drive
Long Island City, NY 11101
Tel: 718-729-5222
Fax: 718-729-7477
Website: www.jfdoffice.com

Sam Information:

Tax ID Number: 13-3966283
DUNS Number: 017271938
Cage Code: 1NW26



Contract Holder



1. Special Item Numbers (SIN):

- 712 1 Project Management
- 712 2 Assets Management
- 712 3 Reconfiguration and Relocation Management
- 712 4 Furniture Design/Layout
- 712 6 Assets Maintenance
- 712 97 Ancillary Repair and Alterations

Special Item Numbers

- | | |
|--------|---|
| 712 1 | Project Management (Furniture/Furnishings Related) - Comprehensive support for the design, reconfiguration, relocation and increasing/downsizing of office space and similar facilities. Furniture, office equipment and furnishings included. |
| 712 2 | Assets Management (Furniture and Furnishings Related) - Supply customer agencies with services designing and installing systems to manage office furniture and related inventories, includes warehouse and property disposal management. |
| 712 3 | Reconfiguration/Relocation Management (Furniture and Furniture Related) - Services for reorganizing, consolidating, warehousing and/or opening new facilities. Furniture, office equipment and furnishings included. |
| 712 4 | Furniture Design/Layout - Services for inclusive furniture consultations, interior design and product specifications. Furniture, office equipment and furnishings included. |
| 712 6 | Furniture and Furniture Related - Assets Maintenance - Services for restoring, repairing, renovating, reupholstering and cleaning of office furnishings and equipment. |
| 712 97 | Ancillary Repair and Alterations - Repair and Alterations ancillary to existing SINs under this Schedule. Ancillary Repair and Alterations projects are those (1) solely associated with the repair, alternation, delivery or installation of products or services also purchased under this Schedule, and which are (2) routine and non-complex in nature, such as routine painting or carpeting, simple hanging of drywall, basic electrical or plumbing work, landscaping, and similar noncomplex services. This SIN |



EXCLUDES: (1) major or new construction of buildings, roads, parking lots and other facilities; (2) complex R&A of entire facilities or significant portions of facilities, and (3) Architect-Engineering Services subject to Public Law 92-582 (Brooks Act).

The work performed under this SIN shall be associated with existing SINs that are part of this Schedule. Ancillary Repair and Alterations shall not be the primary purpose of the work ordered but be an integral part of the total solution offered. Ancillary Repair and Alteration services may only be ordered in conjunction with or in support of products or services purchased under this Federal Supply Schedule contract.

This SIN includes all regulatory guidance outlined in accordance with FAR 36, including the Davis Bacon Act and the Miller Act.

Special Instructions: No award will be made under 712-97, Ancillary Repair and Alteration unless an offeror is awarded (or receives award concurrently) for another SIN under this Schedule. The Repair and Alteration work must be ancillary (incidental) to the primary services offered under the Schedule.

For Federally-owned space managed by GSA's Public Building Service (PBS), approval of the PBS Building Manager must be received by the ordering activity and contractor before any repair and alteration work may be ordered. A copy of the approval must be retained by both the ordering activity contracting officer and the contractor.

Owned or leased space outside the PBS inventory may also include approval requirements. A copy of the approval must be retained by both the ordering activity contracting officer and the MAS contractor performing the R&A services.

This R&A SIN shall not be used for PBS leased space.

Any Agency contracting officer ordering services under this SIN for Ancillary Repair and Alterations is responsible for complying with his or her agency's internal policies when procuring R&A services. This may include a specific warrant delegation for procuring construction services when the estimated amount of this portion of the task order exceeds \$2,000 (Ref. FAR 22.4).

Special Notice to Ordering Agencies: GSA or other landlords may require



re-performance of any nonconforming work at agency expense. If applicable, agencies may seek appropriate recourse from the contractor responsible for the nonconforming work.

2. Maximum Order:

The maximum order is \$500,000. Orders may be placed above this threshold in accordance with FAR 8.404.

3. Minimum Order:

The minimum dollar value per dollar is \$100.

4. Geographic Coverage:

48 Contiguous States and Washington, DC

5. Primary Points of Production:

11-12 44th Drive
Long Island City, NY 11101

6. Discount:

Prices shown are Net (discount deducted). They also include the GSA Industrial Funding Fee (IFF).

7. Other Discounts:

No other discounts are available.

8. Prompt payment terms:

Net 30 Days

9. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:

Government purchase cards are accepted below the micro-purchase threshold

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:

Government purchase cards are accepted above the micro-purchase threshold.



10. Foreign items:

None

11. Time of delivery:

30 Days ARO

11a. Expedited Delivery:

48 hours to one week, depending on scope

12. FOB Points:

Destination

13. Ordering Address:

11-12 44th Drive
Long Island City, NY 11101

14. Payment Address:

11-12 44th Drive
Long Island City, NY 11101

15. Warranty:

Standard Commercial Warranty

16. Export Packing:

Not applicable to this contract

17. Credit Card Terms:

None

18. Terms and conditions of rental maintenance, and repair:

Not Applicable

19. Terms and conditions of installation:

Not applicable



20. Terms and condition of repair parts:

Not Applicable

20a. Terms and conditions of repair parts:

Not Applicable

21. List of service and distribution parts:

Not Applicable

22. List of participating dealers:

Not Applicable

23. Preventative maintenance:

Not Applicable

24a. Special attributes such as environmental attributes:

Not applicable

24b. If applicable, indicate that Section 508 compliance information is available on

Electronic and Information technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at www.Section508.gov/.

Not applicable.

25. Data Universal Number System (DUNS) number:

1NW26

26. Notification regarding registration in Central Contractor Registration (CCR) database:

JFD is active and updated in SAM



LABOR RATES

<u>LABOR CATEGORY</u>	<u>Hourly Rates</u>
Project Manager	70.04
Asset Manager	71.63
Inventory Control	33.44
Estimator	63.67
Installer	49.34
Coordinator	57.30
Field Supervisor	58.89
Mover	34.62
Cadd Specifier	62.62
Design Layouts	65.51
Upholsterer	59.00
Furniture Technician & Repairer	59.00
Flooring Installer	103.46
Carpenters	116.53
Electrician, High & Low Voltage Connections	122.06
Painter	83.03
Drywall Tender	82.26
Telecommunication	58.15
Tile Layer	95.36
Asbestos Handler	67.34



Labor Category Descriptions

TRADE: PROJECT MANAGER

Control the time, cost and quality of projects. They plan and coordinate all aspects of the construction/renovation/project process, including hiring sub-contractors and working with consultants, architects, designers and vendors. Project Manager might oversee an entire project, or multiple managers might oversee specific aspects /project activities and will be responsible for ensuring that all work is completed according to design, within budget, to project schedule, and at the required standard for quality.

MINIMUM REQUIREMENTS

Bachelors' degree in a construction related field, 5 years of experience, strong organizational skills, and strong written and verbal communications skills

TRADE: ASSET MANAGER

Oversees assets that are owned, leased and sub-leased by a company. They are responsible for determining the feasibility of asset acquisition and presenting supporting documentations to management or board members. He may also handle special projects as determined by managing directors.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years of experience.

TRADE: INVENTORY CONTROL

Performs a variety of duties in receiving and issuing handling and accounting for inventory stock in warehouse or yard. Receives and issues supplies, materials, and equipment. Confirms that delivered goods match purchase order specifications, quantity condition, model number, etc. Completes all necessary paperwork for stock items received and forwards to supervisor.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years of experience.



TRADE: ESTIMATOR

Responsible for compiling estimates of how much it will cost to provide a client with products and/or services. They will determine how much a project is likely to cost and create a budget accordingly. The job involves assessing material, labor, and equipment required for a project. They work with drawings or bill of quantities from client providing prices for everything for labor and material to complete project.

MINIMUM REQUIREMENTS

Minimum Bachelor's Degree in Civil Engineering, Construction, and relevant fields or 5 years of experience in the same industry as an administrator, technician or surveying assistant

TRADE: COORDINATOR

Reports to the direction of design, construction and furniture. Provides weekly reports and updates on work activities of respective projects. Works with the design manager on projects as requested. Processes and tracks orders, quotes, and invoices.

MINIMUM REQUIREMENTS

Minimum Bachelor's Degree and 3 years experience with facility planning and administration experience

TRADE: FIELD SUPERVISOR

Responsible for many types of projects including construction, engineering energy and maintenance of existing buildings. Requires a keen eye for details excellent communication skills to coordinate multiple departments and the building to delegate with confidence. They maintain project schedule and confirm design specification.

MINIMUM REQUIREMENTS

Minimum Bachelor's degree and 5 years of experience in related field

TRADE: CAD SPECIFIER

Works with the furniture account executive and outside managers to provide furniture layout specifications and formal quotation for all furniture requests. This includes freight, installation cost and drawings when needed. Converts approved quotes to orders to hand over to furniture coordinators.



MINIMUM REQUIREMENTS

Community College Diploma in Interior Design and 3 years of experience in AutoCAD skills with furniture knowledge

TRADE: DESIGN LAYOUT

Once a design has been approved the layout artist lays it out based on knowledge of design principles. He collects and assembles type, style images, such as illustrations, photographs and drawings, to create a visual design in a computer or paper.

MINIMUM REQUIREMENTS

Minimum Bachelor's Degree and 3 years of experience working in design layout

TRADE: CARPENTER

Responsible for designing, building, installing and repairing structures, fixtures furniture and other items using different types of materials including steel and wood. They work with blueprints or instructions and prepare the layouts of the projects.

MINIMUM REQUIREMENTS

High School Diploma and 5 years apprenticeship

TRADE: FLOORING INSTALLER

Install different type of materials such as VCT tiles, ceramic tiles, carpeting, and wood flooring on wood or concrete surfaces.

MINIMUM REQUIREMENTS

Minimum High School Diploma and one year of experience working with trade materials, and safety protection.

TRADE: ELECTRICIAN HIGH/LOW VOLTAGE

Installs rough wiring in buildings to supply power to outlets, switches, lights, fixtures. They are responsible for providing service for different phases of wiring including subpanels. They also install appliances and equipment. They provide and maintain high and low voltage connections wherever required in buildings.



MINIMUM REQUIREMENTS

Licensed by state and minimum of 5 years of experience working with licensed electrician. They must continually upgrade their knowledge of all electrical building codes.

TRADE: PAINTER

Able to protect floors, furniture and equipment from dust and overspray. Will prepare surfaces to have primer and at least two coats of paint applied.

MINIMUM REQUIREMENTS

Minimum High School Diploma and OSHA 10 Hour Training for working with scaffolding and chemicals. Minimum 2 years of experience with experienced painter and the skill to work with all the different applications of paint related products.

TRADE: DRYWALL INSTALLER

Install drywall on walls and ceilings

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years of experience in carpentry skills

TRADE: TELECOMMUNICATIONS (VOICE-DATA-IT SERVICES)

Provide and install low voltage wiring for patch panel and equipment in commercial or residential buildings.

MINIMUM REQUIREMENTS

Minimum High School Diploma and OSHA 10 Hour Training and IT Certification with 2 years of experience.

TRADE: TILE LAYER

Prepares wood and concrete floors for tile installation. Installs tiles on different types of surfaces using adhesives and cement products.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 2 years of experience in masonry and building industry. Must have experience in cutting tools.



TRADE: ASBESTOS HANDLER

Works in an area that may contain asbestos fibers.

MINIMUM REQUIREMENTS

Asbestos Handling Training and Certification. Minimum 3 years of experience in performing demolition work and containment of asbestos. OSHA 30 Hour Training.

TRADE: INSTALLER

Installs and repairs furniture and office equipment. He uncrates and assembles items, repairs and paints dents and scratches on metal or wood.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years experience

TRADE: UPHOLSTERER

Add padding and softcovers to furniture. Work with textile design and color to cover or recover items with materials such as leather suede or cotton.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 2 years of Apprenticeship training

TRADE: FURNITURE REPAIRER

Repairs broken furniture enhancing strength and originality.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years of carpentry experience



TRADE: MOVER

Responsible for securing and protecting items to be moved. Must be able to coordinate and transport goods and equipment from one location to another following all safety requirements for workers and property.

MINIMUM REQUIREMENTS

Minimum High School Diploma and 3 years of experience in handling merchandise and caring for property.



Corporate Information

JFD Office Interiors is a SBA certified Small Business, Disadvantaged Business Enterprise, and 8(a) firm specializing in supporting New York City, State and all Federal Agencies, in addition to educational institutions and the health care industry, by providing consulting services general contracting service, flooring, and contract furniture.

While focusing on government, educational, and healthcare facilities, collectively, JFD brings a wealth of experience to the interiors market. Today's financial challenges, strict budgets, and tight schedules along with fiscal year end challenges, JFD Sales can provide cost effective solutions for meeting all your interior needs by utilizing the "JFD Total Package Office" concept. You make one phone call to one point of contact that would handle all your interior needs.

JFD has been awarded GSA Schedule GS-28F-0003W for FSC 71, Part II-Section H Package office and Conference Room Furniture and GS-29F-0024W FSC 71, Section K Comprehensive Furniture Management Services. JFD can effectively put together an office package complete with services that can include painting, flooring, plumbing, electrical, and voice & data, resulting in a turnkey office solution. Within the package office contract, the manufacturers represented are Kimball International, the Hon Company, Nova Solutions, High Point Furniture, BRC, and Trendway Corp. Outside of the package office schedule, JFD Office represents a wealth of other manufacturers that have GSA contracts. JFD will go the extra mile to provide everything and anything necessary to upgrade your facility under contract.

As part of our added value service, JFD will consult with agency's end users, facility managers, PBS Building managers, space planners, engineers, and project team members to make sure that the project is specified and managed properly from beginning to end with a cohesive work environment that is tightly coordinated to provide harmony between trades. We can help you focus on upgrading your facility, taking into consideration the challenges to help make your environment as green and ergonomically updated as possible.

Our on-site field management will ensure that your project is delivered and installed on time within budget. All projects are insured and bonded if required.